



901 Ponce de Leon Boulevard Suite 900  
Coral Gables FL 33134

December 19, 2016

City of Key West  
3140 Flagler Avenue  
Key West, Florida 33040

**Attention: Janet Muccino, Project Manager**

**Reference: 10<sup>th</sup> Street Lake Park**

Dear Ms. Muccino,

We are pleased to present this proposal of professional engineering and surveying services for your consideration.

**Scope of Project:**

The City of Key West would like to construct improvements at 10<sup>th</sup> Street Lake. Our scope is based on the attached layout provided by the City. The improvements include a new 5' wide boardwalk, repairs/replacement of a 10' wide concrete boat ramp, and a new sidewalk on the west side of 10<sup>th</sup> Street. We anticipate construction curb and gutter running alongside the sidewalk. The boardwalk will be designed to avoid all existing mangroves, thus simplifying the permitting process. All improvements must remain outside an adjacent parcel to the southwest which is not owned by the City.

**Scope of Services:**

**Conceptual Phase:**

During the conceptual phase we will review and revise the conceptual phase provided to us by the City to reflect the desired improvements, provide an estimate of probable costs, permitting summary, impacts, and estimated permit fees. We will also review possible phasing of the work in order to simplify certain portions of the project. We will attend a City commission meeting to discuss our findings if required.

**Preliminary Design and Permitting Phase:**

For this task, we will prepare basic drawings for permitting purposes. The drawings will not be construction documents but will be prepared in enough detail to obtain the required environmental permits. Our scope includes obtaining an updated boundary and topographic survey (see attached proposal), developing a geometry layout plan, and basic grading and drainage plan. No structural plans or details are included. Drainage may include connections to existing drainage or sheet flow into the lake. Geotechnical investigate is not included. No irrigation or lighting/electrical design is included in our scope. We have also included 1 site visit to review the design plans in the field.

We will also prepare an estimate of probable construction costs, and submit/obtain stormwater permitting through FDEP. Environmental permits will also be completed and submitted on behalf of the City (see attached proposal). It should be noted that the timeline for federal permits is out of our control and we have experienced slow review and permit approvals in the past.



December 19, 2016  
Janet Muccino, Project Manager  
Page 2 of 2

Reference: 10<sup>th</sup> Street Lake Park

**Terms and Conditions:**

All terms and conditions shall be per our Agreement for General Engineering Services (dated 11/7/12) and all fees shall be as follows:

|   |                 |
|---|-----------------|
| Conceptual Phase (Lump Sum).....                      | \$4,750         |
| Preliminary Design & Permitting Phase (Lump Sum)..... | \$15,692        |
| Reimbursable and Additional Services (Allowance)..... | \$7,500         |
| <b>Total:.....</b>                                    | <b>\$27,942</b> |

Permit fees can be paid by Stantec and reimbursed under the allowance phase noted above.

We are ready to begin working on this assignment upon your authorization to proceed. If acceptable to you, we will accept a signed copy of this form as your written authorization to proceed with the assignment.

Thank you,

**Stantec Consulting Services Inc.**

Sean Compel, P.E. LEED AP  
Senior Associate  
Tel: 305-445-2900  
Fax: 305-445-0869  
[sean.compel@stantec.com](mailto:sean.compel@stantec.com)

City of Key West

Approved by:

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\_\_\_\_\_

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**FEE WORKSHEET**

**DATE:** December 19, 2016

**PROJECT:** 10th Street Lake Park

**Conceptual Phase Services (Lump Sum):**

| Task                                     | Principal | Project Manager | Engineer (PE) | Engineer (EI) | Senior Tech | Data Processor |
|--|-----------|-----------------|---------------|---------------|-------------|----------------|
| Review Conceptual plan                   |           | 4               |               | 2             |             |                |
| Permit Coordination                      |           | 4               |               | 2             |             |                |
| Conceptual cost estimate                 |           | 4               |               | 2             |             |                |
| Coordinate and attend Commission meeting |           | 8               |               | 2             |             |                |
|  |           |                 |               |               |             |                |
|  |           |                 |               |               |             |                |
| Sub-Total Hours                          | 0         | 20              | 0             | 8             | 0           | 0              |
| Billing Rate                             | 193.5     | 146.5           | 141           | 102.5         | 88.5        | 60.5           |
| Labor Cost                               | \$0       | \$2,930         | \$0           | \$820         | \$0         | \$0            |
| <b>Labor Sub-Total</b>                   |           |                 |               |               |             | \$3,750        |
| Environmental Sub (Terramar)             |           |                 |               |               |             | \$1,000        |
| <b>Total</b>                             |           |                 |               |               |             | \$4,750        |

**Design & Permitting Phase Services (Lump Sum):**

| Task   | Principal | Project Manager | Engineer (PE) | Engineer (EI) | Senior Tech | Data Processor |
|--|-----------|-----------------|---------------|---------------|-------------|----------------|
| Field review -site conditions                        |           | 8               |               |               |             |                |
| Drawing Setup and Coordination with survey           |           | 2               |               | 2             | 2           |                |
| Utility investigation & coordination                 |           |                 |               |               |             |                |
| Geometry and layout                                  | 2         | 4               |               |               | 8           |                |
| Drainage design and coordination                     | 2         | 2               |               | 2             | 6           |                |
| Grading - back of sidewalk harmonization             |           | 2               |               | 2             | 4           |                |
| Plan & Profile Sheets                                |           | 2               | 2             |               | 8           |                |
| Sections, Details, Notes, Key Sheet                  |           | 2               | 2             | 4             | 4           |                |
| Structural design and calculations                   |           |                 |               |               |             |                |
| Structural drawings, details, sections, coordination |           |                 |               |               |             |                |
| Specifications                                       |           |                 |               |               |             |                |
| Quantities & Cost Estimates                          |           | 2               | 2             | 2             |             |                |
| Permitting SFWMD/FDEP                                |           | 4               | 6             |               | 2           |                |
| Prepare Bid Package                                  |           |                 |               |               |             |                |
| Sub-Total Hours                                      | 4         | 28              | 12            | 12            | 34          | 0              |
| Billing Rate   | 193.5     | 146.5           | 141           | 102.5         | 88.5        | 60.5           |
| Labor Cost   | \$774     | \$4,102         | \$1,692       | \$1,230       | \$3,009     | \$0            |
| <b>Labor Sub-Total</b>                               |           |                 |               |               |             | \$10,807       |
| Environmental (Terramar)                             |           |                 |               |               |             | \$3,000        |
| Survey Sub-consultant (Fl. Keys Land Surveying)      |           |                 |               |               |             | \$1,885        |
| Geotechnical Sub-consultant (Nutting Engineers)      |           |                 |               |               |             | \$0            |
| <b>Total</b>   |           |                 |               |               |             | \$15,692       |

**Post Design Services (Hourly not to Exceed):**

| Task                   | Principal | Project Manager | Engineer (PE) | Engineer (EI) | Senior Tech | Data Processor |
|------------------------|-----------|-----------------|---------------|---------------|-------------|----------------|
| Bid assistance         |           |                 |               |               |             |                |
| RFIs and Coordination  |           |                 |               |               |             |                |
| General Support        |           |                 |               |               |             |                |
| Site visit             |           |                 |               |               |             |                |
|                        |           |                 |               |               |             |                |
| Sub-Total Hours        | 0         | 0               | 0             | 0             | 0           | 0              |
| Billing Rate           | 193.5     | 146.5           | 141           | 102.5         | 88.5        | 60.5           |
| Labor Cost             | \$0       | \$0             | \$0           | \$0           | \$0         | \$0            |
| <b>Labor Sub-Total</b> |           |                 |               |               |             | \$0            |
| <b>Total</b>           |           |                 |               |               |             | \$0            |

**Reimbursable (Allowance): \$ 7,500**

**Grand Total: \$27,942**

Terramar Environmental Services, Inc.  
1241 Crane Boulevard  
Sugarloaf Key, Florida 33042  
(305) 393-4200 FAX (305) 745-1192  
[terramar@bellsouth.net](mailto:terramar@bellsouth.net)

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February 26, 2016

Sean Compel  
Stantec  
901 Ponce de Leon Blvd., Suite 900  
Coral Gables, Florida 33134

Dear Mr. Compel:

Please accept this proposal for design assistance and permitting services for the City of Key West, 10<sup>th</sup> Street Park project. The project involves design and permitting of a waterside overlook / walkway in a man-made waterbody adjacent to 10<sup>th</sup> Street. The proposed scope of services includes the following:

- Assist Stantec in developing a design that meets environmental permitting criteria
- Conduct a benthic resource / environmental assessment suitable for regulatory permitting
- Prepare ERP application and supporting environmental documentation using Project Plans prepared by Stantec
- Coordinate with regulatory agencies (FDEP, USACE, FKNMS, FWC) to maintain progress on the permit application, resolve any environmental issues

The following budget was prepared based on our expectation of the amount of effort required to complete the project.

| Item                           | Activity  | Unit Rate | Units | Total Cost |
|--------------------------------|---|-----------|-------|------------|
| Senior Environmental Scientist | Task 1. Conceptual Phase - project development with Stantec and City of Key West                  | \$125.00  | 8     | \$1,000.00 |
| Senior Environmental Scientist | Task 2. Final design and Permitting. Prepare ERP and all supporting documents including Section 7 | \$125.00  | 24    | \$3,000.00 |
| TOTAL                          |   |           |       | \$4,000.00 |

Thank you for the opportunity to submit a proposal for this project, and we look forward to working with you on this project.

Sincerely,

*Phil Frank*

Philip A. Frank  
Vice President



# FLORIDA KEYS LAND SURVEYING

19960 OVERSEAS HIGHWAY, SUGARLOAF KEY, FL 33042

PHONE: (305) 394-3690

EMAIL : [FKLSEmail@gmail.com](mailto:FKLSEmail@gmail.com)

[www.floridakeyslandsurveying.net](http://www.floridakeyslandsurveying.net)

## SURVEY WORK ORDER

February 19, 2016

**RE:** Topographic Survey of the 10<sup>th</sup> Street Park Project Area for Design Purposes, Referencing the attached “Pocket Park – Layout” sketch, as supplied by the client and/or their agent.

Stantec

C/O Sean Compel

305-445-2900 ext. 2230 - Sean.compel@stantec.com

**SCOPE OF WORK:** Topographic Survey of the 10<sup>th</sup> Street Pocket Park, to be used for design purposes. Survey Project limits to be between the Easterly edge of pavement and the approximate location of the “proposed boardwalk”, extending from the “existing sidewalk” to the Northernmost vegetation as indicated on the attached sketch.

**1) FIELDWORK – 6 Hours of a 1-3 Man Total Station Field Crew @ 1,680.00 Day = \$1260.00**

- Locate the approximate Westerly R/W line in the project area.
- Field locate all improvements, including but not limited to edge of pavement and solid surfaces.
- Field locate all above ground utilities within the said right of way.
- Field locate the water line of the Salt Pond.
- Limited data westward of the waterline to include existing vegetation canopy and limited bathymetric data along the “proposed boardwalk” alignment to include probing to refusal (probing not to exceed 4 foot depth)
- Horizontal coordinates will be referenced to grid north, based on the 2011 Adjustment of the North American Datum of 1983 (NAD 83/2011), of the Florida State Plane Coordinate System (Transverse Mercator Projection), East Zone.
- Elevations will be in feet and based on the National Geodetic Vertical Datum of 1929 (NGVD 1929).

**2) AUTOCAD DRAFTING – 3 Hours @ \$150.00 Hour = \$450.00**

- Calculate and draft all field data into a deliverable Survey.

**3) PROFESIONAL SURVEYOR AND MAPPER – 1 Hours @ \$175.00 HOUR = \$175.00**

- Review and Certification of Deliverables.

### **TOTAL SURVEY COST & TERMS:**

\$1,885.00 due upon completion

Accepted By: \_\_\_\_\_ Date: \_\_\_\_\_  
PRINT NAME SIGNATURE



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